



Certificate of Out-Of-State Arbitration Counsel

The State Bar of California
OFFICE OF SPECIAL ADMISSIONS/SPECIALIZATION
180 Howard Street • San Francisco, CA 94105-1639
(415) 538-2325 • mjp@calbar.ca.gov

For State Bar Use Only

☐ \$ 50

☐ No Pmt.

File #: _____

Instructions. One Certificate must be completed and signed by each out-of-state attorney ("Applicant"). This Certificate must be served on (i) all other parties and counsel in the arbitration whose addresses are known to the Applicant, (ii) the arbitral forum (or arbitrator(s)) and (iii) the State Bar of California (at the address above together with a non-refundable processing fee of \$50.00 in the form of a check made payable to the State Bar of California.) If the Arbitral forum (or arbitrator(s)) approve(s) the appearance of the Applicant, the Applicant must serve a copy of this Certificate bearing such written approval on all other parties and counsel in the arbitration whose addresses are known to the Applicant and file the Certificate with the State Bar of California at the address above. Service must comply with California Code of Civil Procedure Section 1013a.

1. Arbitral Forum (If none, name of arbitrator(s)): _____

2. Address of Arbitral Forum (or arbitrator(s)): _____

City: _____ State: _____ Zip: _____ + _____

3. Arbitration Case Number and Name (or names of parties): _____

4. Name of Out-of-State Attorney ("Applicant"): _____

5. Applicant's Office Address: _____

City: _____ State: _____ Zip: _____ + _____

E-mail: _____ Fax: (_____) _____ - _____ Phone: (_____) _____ - _____

6. Applicant's Residence Address: _____

City: _____ State: _____ Zip: _____ + _____

7. Name and Address of California attorney of record associating with Applicant: _____

8. State Bar Number of California attorney of record (must be an active member of State Bar): _____

9. All courts before which Applicant has been admitted to practice. (Attach additional sheets if necessary.)

Date Admitted	State/Court (e.g. Ohio, 9th Circuit, etc.)	Status (e.g. Active)
_____	_____	_____
_____	_____	_____
_____	_____	_____

10. All applications by Applicant to appear in California courts as counsel pro hac vice or out-of-state arbitration counsel in the last 2 years. Attach additional sheets if necessary.

Date	Case Name (or Names of Parties)	Court or Forum	Application (Granted/Denied)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

11. If Applicant has made repeated appearances, list any special circumstances warranting Applicant's appearance in this arbitration. _____

12. Applicant represents that Applicant: (i) is not currently on suspension or disbarred from the practice of law before any court; (ii) is not a resident of the State of California; (iii) is not regularly employed in the State of California; and (iv) is not regularly engaged in substantial business, professional or other activities in the State of California.

13. Applicant agrees to be subject to the jurisdiction of the courts of the State of California with respect to the law of the State of California governing the conduct of attorneys to the same extent as a member of the State Bar of California.

Applicant declares under penalty of under the laws of the State of California that the foregoing is true and correct and that this certificate is executed on:

Date: _____ **Applicant's Signature:** _____

APPROVAL/DISAPPROVAL OF ARBITRAL FORUM (or arbitrator(s))

Subject to the provisions of California Code of Civil Procedure ("CCP") Section 1282.4 and applicable law, Applicant's appearance in the arbitration matter referenced in Section 1 above is **(check one)** ☐ approved or ☐ disapproved. *

By: _____

(Signature)

Name: _____

(Print or type)

Title: _____

Date: _____

* Note that CCP Section 1282.4 states that, in the absence of special circumstances, repeated appearances shall be grounds for disapproval of the appearance and disqualification from serving as an attorney in the arbitration for which the certificate was filed. Also, failure within a reasonable period of time to serve this Certificate on all other parties and counsel in the arbitration whose addresses are known to the Applicant and file the Certificate with the State Bar of California shall be grounds for disapproval of the appearance and disqualification from serving as an attorney in the arbitration for which the certificate was filed.

